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Tender

Framework for the Provision of Out Of Hours Library Services

THE UNIVERSITY OF BIRMINGHAM

F02: Contract notice

Notice identifier: 2024/S 000-017756

Procurement identifier (OCID): ocds-h6vhtk-046e65

Published 7 June 2024, 3:26pm

Section I: Contracting authority

I.1) Name and addresses

THE UNIVERSITY OF BIRMINGHAM

Edgbaston

BIRMINGHAM

B152TT

Contact

Emma Leach

Email

e.l.leach@bham.ac.uk

Country

United Kingdom

Region code

UKG31 - Birmingham

Companies House

RC000645

Internet address(es)

Main address

<https://www.birmingham.ac.uk/>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://in-tendhost.co.uk/universityofbirmingham.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/universityofbirmingham.aspx/Home>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Framework for the Provision of Out Of Hours Library Services

Reference number

FRAM0049/23

II.1.2) Main CPV code

- 92511000 - Library services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Birmingham Library Services is seeking the provision of an out of hours library service comprising three (3) members of staff, between the hours of 21:30 and 08:30, seven (7) days per week, commencing autumn 2024 within the Main Library. This equates to 32 weeks of provision per annum to support the Universities library provision. Staff are expected to possess a range of skills and knowledge including:

- Trained and experienced in library work
- Being customer focussed with good communication and interpersonal skills
- Being First Aid and Fire Marshall trained
- Having an awareness of the various tools utilised within a library environment e.g. self-service machines
- Knowledge of searching library catalogues
- Being able to empty self-service return sorter bins, clearing tables and arrange material in numerical and alphabetical sequence
- Resetting furniture and the learning environment
- Being able to answer simple IT queries

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79620000 - Supply services of personnel including temporary staff

II.2.3) Place of performance

NUTS codes

- UKG31 - Birmingham

II.2.4) Description of the procurement

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II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 55

Quality criterion - Name: Standard Supplier Questionnaire (SQ) / Weighting: 15

Price - Weighting: 30

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

8 July 2024

Local time

2:59pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

8 July 2024

Local time

3:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.4) Procedures for review

VI.4.1) Review body

University of Birmingham

Birmingham

B15 2TT

Country

United Kingdom